



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Destruction of Certain Finance Department Records

MEETING DATE: October 16, 1991

PREPARED BY: Finance Director

RECOMMENDED ACTION: That the City Council approve the destruction of the hereinafter listed City of Lodi records.

BACKGROUND INFORMATION: In accordance with Government Code, section 34090, permission is requested to destroy the following obsolete City records:

- | | |
|----------------------------------|--------------------------------|
| 1. Cash Receipt Registers | 1984-1990 |
| 2. Daily Collector's Reports | 1986-1987 |
| 3. Business License Applications | 1967-1985 |
| 4. Pink Window Receipts | July 1, 1979-
June 30, 1986 |
| 5. Utility Customer Contracts | 1985-1987 |
| 6. Meter Pages | 1985-1987 |
| 7. Final Pages | 1985-1987 |
| 8. Billing Registers | 1985-1987 |

FUNDING: None Required


Dixon Flynn
Finance Director

DF:MC:ss

Prepared by Maxine Cadwallader, Revenue/Collections Technician

APPROVED: _____

THOMAS A. PETERSON
City Manager



CC-1

RESOLUTION NO. 91-184

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A RESOLUTION OF THE LODI CITY COUNCIL
AUTHORIZING DESTRUCTION OF CERTAIN RECORDS
RETAINED BY THE LODI FINANCE DEPARTMENT

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WHEREAS, in accordance with Government Code, section 34090, the City Attorney has filed his written consent to the destruction of certain records retained by the Lodi Finance Department, an inventory of which is attached hereto, marked Exhibit A, and thereby made a part hereof;

NOW, THEREFORE, BE IT RESOLVED, by the Lodi City Council that:

1. The records heretofore identified are no longer required.
2. The Lodi City Council finds that the City Attorney has given his written consent to the destruction of the records inventoried on Exhibit A attached hereto and the destruction of those records is hereby authorized.

Dated: October 16, 1991

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I hereby certify that Resolution No. 91-184 was passed and adopted by the Lodi City Council in a regular meeting held October 16, 1991 by the following vote:

Ayes: Council Members - Pennino, Pinkerton, Sieglock, Snider
and Hinchman (Mayor)

Woes: Council Members - None

Absent: Council Members - None

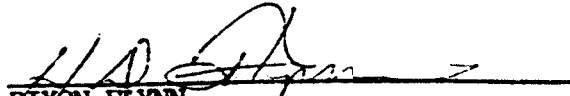

Alice M. Reimche
City Clerk

EXHIBIT A

INVENTORY OF CERTAIN RECORDS RETAINED BY THE LODI FINANCE DEPARTMENT
REQUESTED TO BE DESTROYED PURSUANT TO GOVERNMENT CODE, SECTION 34090

10	Cash Receipt Registers	1984-1990
2,	Daily Collector's Reports	1986-1987
3.	Business License Applications	1967-1985
4.	Pink Window Receipts	July 1, 1979- June 30, 1986
5.	Utility Customer Contracts	1985-1987
60	Meter Pages	1985-1987
7.	Final Pages	1985-1987
8,	Billing Registers	1985-1987

Dated: 10/8/91


DIXON FLYNN
Finance Director

APPROVED FOR DESTRUCTION


BOB McNATT
City Attorney

Dated: 10-8, 1991